

September 15, 2014

Board Member Connie Schmiechel called the meeting to order at 3:39 p.m. in the library board room with the following members present: Connie Schmeichel, Cindy Slykhuis, Jan Therien, and Virginia Meyer. Also present was Director Janet Davenport. Members absent Larry Jirsak.

The meeting was preceded by publicized notice in the Fremont Tribune and Radio KHUB and the agenda displayed in the municipal building, the Keene Memorial Library, online at www.fremontne.gov/library and distributed and emailed to the Library Board members on September 10, 2014 and is open to the public. A copy of the open meeting law is posted continually for public inspection and is located near the entrance to the Board Room.

Board Member Therien moved to approve the minutes of the regular meeting on August 18, 2014. Board Member Slykhuis seconded the motion. Carried.

Unfinished business - Discussion of Article “Critical Path for the Board” - A brief discussion of this article segued into discussion of how the Strategic plan and work plan are related. Director Davenport was asked what she felt were the major issues facing the library. Community awareness of the library and its services, staffing and space needs were identified.

Library Board Work Plan - Board members identified initiatives they would undertake toward board effectiveness. Board Member Meyer will develop a strategy for communications with the Mayor and City Council. Board Member Schmeichel will look at developing a broader knowledge of what the library has to offer. Board Member Slykhuis will work with Director Davenport to develop a marketing strategy. Board Member Therien will look at political and legislative issues effecting the library. Progress in each area will be reviewed at the October Library Board meeting.

New Business - Technology Plan - Director Davenport shared Keene Memorial Library’s Technology Plan with the Board. Technology plans are recommended by the Nebraska Library Commission and required for Universal Service E-Rate applications. Several Board members were unfamiliar with the Universal Service E-Rate program so Director Davenport provided a summary of the program and application process. Keene Memorial Library has not applied for E-Rate funds in several years, since library computer and connectivity purchases were moved to the City of Fremont Information Technology Department. The Board requested Ms. Davenport look into filing for E-Rate funds in the future.

Director’s Report:

- Circulation statistics are up for the month. Adding the circulation of e-book materials to the statistics of circulation of other materials has resulted in a better reflection of library use.

- We have started a quiet introduction of the Geek the Library concept and marketing initiative. An exhibit with library staff geeks was put together by staff member Katie Roberts. Director Davenport and staff member Jessica Hill manned a booth at the Fremont High School football game, handing out stickers and talking to the public. Library staff and volunteers will plan to attend similar events in the future.
- “Spaces” is a meeting room management software related to the events and summer reading program software we started using last year. We are in the process of setting up the Spaces software which will allow customers to input their own tentative meeting dates and provide better access to the calendar by staff and customers.
- Runza is holding a Great Books for Great Kids” fund raising event for the library on September 16. A percentage of the sales proceeds from the two local Runza restaurants will be donated to the library. Everyone is encouraged to eat at Runza on the 16th.
- The library is again offering the “Prime Time Family Reading Time” program series this fall. Dates for the series are Thursday evenings October 16 through November 20.
- Library staff will be attending several conferences and workshops in the coming month.
 - Youth Services Librarian Laura England-Biggs will attend the Association for Library Services to Children (ALSC) Annual Institute in Oakland CA Sept 17-20.
 - Director Davenport and Kelly Olson will attend Responding to the Digital Era- Helping Ourselves Help Small Business Owners at the Kearney Public Library on Sept 30.
 - Kelly Olson will remain in Kearney to attend the Broadband Connecting Nebraska Conference on October 1.
 - The Nebraska Library Association Conference will be held in South Sioux City October 8-10. Director Davenport, Laura England-Biggs, Jessica Hill and Kelly Olson are attending. Board members are invited to attend if interested.
- Kelly Olson, Library Assistant III, Library Technology, will return to the library full time on Sept 22. He has been working with the City of Fremont IT Department half days while the IT Manager was on extended leave.

Following is the report of the Library Director for August, 2014:

	August 2014	August 2013	Year to Date 2013-14	Year to Date 2012-13
No. of items issued:	12,098	12,023	131,190	127,622
Attendance:	8,664	10,844	68,914	114,064
Days Open:	31	31		
Av. Daily Circulation:	390	388		
Av. Daily Attendance:	279	350		
Reference Questions:	366	214	3,376	3.823
Web Visits:	1,352		14,202	
On-line Learning Sessions:	24		274	
Database Searches:	4,137	1,315	48,058	12,929
Internet/Computer Use:	2,465	3,132	24,892	29,700

Interlibrary Loans:	82	108	962	943
Borrowed	14	13	165	97
Lent	68	95	797	846
Meeting Held:	67	62	785	878
Items Added:	293			
Items Discarded:	502			
Vol. in Collection:	102,568			

Friends of the Library's Report – The Friends of the Library are holding an event to encourage the community to join the Friends on November 7. Omaha author Timothy Schaffert speak and sign copies of his latest novel Swan Gondola at the event. Hastings Book Store will be a Friends partner and provide books for purchase at the event.

A woodworker is being contracted with to build a new pedestal for the statue La Brezza. When completed the statue will be returned to the library public service space in the reading area near the South windows.

Board Member Therien moved to adjourn and Board Member Slykuis seconded, with no further business, meeting was adjourned at 4:35 p.m.

(Signed) by Janet Davenport, Library Director